MAINE ASSOCIATION OF REALTORS® LEGAL SERVICES PROGRAM

- REALTOR® LEGAL HELPLINE POLICY -

The REALTOR® LEGAL HELPLINE is a liability risk reduction service for Association members. Through the helpline, REALTORS® are able to obtain guidance on real estate practice and business-related matters.

All State Association legal services, including the REALTOR® HELPLINE, are provided by Hannah McMullen, the Association's designated and named Legal Counsel.

There is no charge for using the REALTOR® LEGAL HELPLINE provided the following terms and conditions are met:

- 1. All HELPLINE calls must be directed through the MAR Office unless otherwise instructed by the Chief Executive Officer or by Counsel McMullen. HELPLINE NUMBER: 207-622-7501
- 2. REALTORS® must provide the following information when they place their calls into Counsel's voice mailbox at the MAR Office. Voice Mail is to allow you to leave a <u>complete</u> message for our attorney.
 - a. name
 - b. company/agency name
 - c. telephone number where caller can be reached
 - d. brief statement describing the nature of the call (i.e., question, problem, information needed)
- 3. Counsel will return HELPLINE calls after legal research is conducted and usually within 2 business days. Counsel McMullen personally responds to HELPLINE calls. During an extended absence, the HELPLINE service is suspended until Counsel returns.
- 4. Counsel is authorized to respond only to questions and requests which are relevant to broad-based business practices and applications (i.e., interpretation and applications of the Code of Ethics; MAR's standard forms, interpretation and applications of state and federal real estate laws and regulations; general business policies and practices).
- 5. Counsel is not authorized to respond to questions and requests which involve personal or unique business and/or company and corporate matters or and/or other communications executed on behalf of an individual member or agency.

Approved: August 19, 1987; Effective September 1, 1987; Revised January 23, 2020